



LIBRARIES

**Library Board of Trustees Meeting
Thursday, January 27, 9am
ImagineIF Kalispell
MEETING MINUTES**

In attendance: Heidi Roedel, Doug Adams, Marsha Sultz, David Ingram, Connie Leistiko (Remote Access) (Board); Teri Dugan, Sean Anderson (Staff); Vanessa Barrett (Library Foundation)

Guests present: Susie Burch, Joan Gates, Valeri McGarvey, Gordon Ash, Alice Ebi, Lisa Veyna Lykins, Lee Lykins, John Mclaughlin, Carmen Cuthbertson, Jill Carlberg, Gail Steele, Roy Caldwell, Roxie Lehl, Sue Bodurtha, Michael Renaud, Julie Marotz, Brian Marotz, Barb Boorman, Emily Cranford, Margaret Davis, Lorraine Measure, Shawn Furlong, Mary Knotts, Kevin Feist, Micah Drew, Adele Murphy, Laurel Ekern, Alyssa Ramirez, Lucy Smith, Cherilyn DeVries.

- A. Call to Order:** Chair H. Roedel called the meeting to order at 9:00 am.
- B. 00:00:12 Open time for persons to address the Board on matters within the Board's jurisdiction.**

Margaret Davis, Susie Burch, Lorraine Measure, Carmen Cuthbertson, Lee Lykins, Alice Ebi, Laurel Ekern, Gordon Ash, Alyssa Ramirez, Cherilyn DeVries.

- C. 00:34:00 Approval of Minutes (ACTION)**

Board Meeting, Thursday, December 2, 2021

Moved by D. Adams "to approve the December 2, 2021 Board minutes as presented."

Seconded by M. Sultz

Motion Passes Unanimously

Board Meeting, Thursday, December 16, 2021

Moved by D. Adams "to approve the December 16, 2021 Board minutes as presented."

Seconded by D. Ingram

Motion Passes Unanimously

Board Meeting, January 6, 2022

Moved by D. Adams "to approve the January 6, 2022 Board minutes as presented."

Seconded by D. Ingram

Discussion: Correction to be made on item D. Insert the word "not".

Motion Passes Unanimously

Board Meeting, January 13, 2022

Moved by D. Adams "to approve the January 13, 2022 Board minutes as presented."

Seconded by M. Sultz

Discussion: Correction to be made to state Trustee Leistiko attended remotely.

Motion Passes Unanimously

D. 00:37:55 New Business

1. New Director Ashley Cummins Contract (ACTION)

Moved by D. Ingram "to approve the employment contract to hire Ashley Cummins as the Library Director for ImagineIF Libraires."

Seconded by D. Adams

VOTE:

Trustee Adams: YES

Trustee Ingram: YES

Trustee Leistiko: NO

Trustee Roedel: YES

Trustee Sultz: NO

Motion Passes 3-2

2. **00:42:44** Proposed Temporary Hours Reduction (ACTION)

Moved by D. Adams "to approve a temporary reduction in library open hours by closing the Kalispell library at 6pm on Monday, Tuesday and Wednesday through May, 2022."

Seconded by C. Leistiko

Motion Passes Unanimously

3. **00:51:45** FY 23 County Budget Planning Cycle
Discussion: Review FY23 Budget Planning Calendar

4. **00:53:48** Minutes Procedure
Discussion: Preferred timeline for posting audio minutes and approval of written portion of minutes.

E. 00:55:52 Old Business

1. Policy Committee Update (ACTION)

Policy 1003 Protection of Copyright

Moved by D. Adams "to reaffirm Policy 1003 Protection of Copyright as presented."

Seconded by D. Ingram

Motion Passes Unanimously

Policy 1004 Donations (Other than Library Materials)

Moved by D. Adams "to reaffirm Policy 1004 Donations (Other than Library Materials) as presented."

Seconded by D. Ingram

Motion Passes Unanimously

Policy 6003 Continuing Education

Moved by D. Adams "to reaffirm Policy 6003 Continuing Education for Library Staff Members as presented."

Seconded by D. Ingram

Motion Passes Unanimously

Policy 1002 Confidentiality of Library Records

Moved by M. Sultz "to approve the revisions made by the Board Policy Committee for Policy 1002 Confidentiality of Library Records as presented."

Seconded by D. Ingram

Motion Passes Unanimously

Policy 6000 Personnel

Moved by M.Sultz "to reaffirm Policy 6000 Personnel as presented."

Seconded by C. Lesitiko

Motion Passes Unanimously

Policies to be discussed at Board Retreat with New Library Director:

Policies 1001 Fair Treatment

Policy 2004 Computer Use

Policy 4005 Art Exhibit and Display Policy

Policy 5000 Collection Development

2. **01:18:46** Budget Committee Update (ACTION)

Moved by C. Leistiko "to include in the FY23 Capital Improvement Budget Planning the following projects:"

New Carpet in Kalispell

New Library Furniture and Shelving

Bigfork Library

New Sedan

New Courier Van

Seconded by M. Sultz
Motion Passes Unanimously

F. 01:46:22 Reports

1. Financial Reports (ACTION)

November

Moved by M. Sultz "to accept the November 2021 Financial Report as presented."

Seconded by C. Leistiko
Motion Passes Unanimously

December

Moved by D. Ingram "to accept the December 2021 Financial Report as presented."

Seconded by D. Adams
Motion Passes Unanimously

2. **02:04:20** Staff Needs

3. **02:07:26** Foundation Report

G. Housekeeping

Next regular meeting, February 24m 2022, ImagineIF Kalispell 9am.

Board Retreat, February 16, 1-4pm, location TBD

Board Retreat, March 10, All Day, location TBD

H. Adjourn

Meeting adjourned at 11:27am